

A G E N D A
CENTRAL BUSINESS IMPROVEMENT DISTRICT
FORT SMITH, ARKANSAS

MEETING – Tuesday, December 18, 2018
Area Agency on Aging Building
524 Garrison Avenue
Fort Smith, Arkansas
7th Floor Board Room

TIME: 9:30 a.m.

1. Call to order – Mr. Bill Hanna, Chair
2. Roll Call
3. Approve minutes of November 20, 2018 regular meeting
4. Treasurer's Reports
 - a. November 2018 CBID Financial Report
5. Presentations & Reports
 - a. 64.6 Downtown Report – Talicia Richardson
 - b. Neighborhood Services Report
 - c. CBID Business License & Open Permit Reports
 - d. City Report – status of projects
6. Business or Discussion Items:
 - a. Consider a request from 64.6 Downtown to demolish the building at 1300 Garrison Avenue (John McIntosh)
 - b. Consider a request by Carmen Geoates for a conditional use for a specialty manufacturing business to produce leather purses at 101 North 10th Street.
 - c. Discussion with City Administrator and Chief of Police regarding police patrols within the CBID.
7. Other discussion items.
8. Meeting Schedule:
 - a. January 15, 2019: Regular Meeting, 9:30 a.m.
 - b. February 19, 2019: CBID Town Hall Meeting (evening)
9. Adjourn

CENTRAL BUSINESS IMPROVEMENT DISTRICT
FORT SMITH, ARKANSAS

Tuesday, November 20, 2018
Area Agency on Aging building, 524 Garrison Avenue
Fort Smith, Arkansas
7th Floor Board Room

Meeting Minutes

The Fort Smith Central Business Improvement District Commission's regular meeting was scheduled for 9:30 a.m. on Tuesday, November 20, 2018 in the 7th floor board room of the Area Agency on Aging building, 524 Garrison Avenue, Fort Smith, Arkansas.

The meeting was called to order by Mr. Bill Hanna, Chairperson, at 9:30 a.m. and a quorum was noted present. Also in attendance were commissioners Steve Clark, Lee Ann Vick, Richard Griffin, Phil White, Sam Sicard and Jeff Pryor. Commissioner Rodney Ghan was absent and excused by unanimous vote. Others in attendance included Brenda Andrews, Doug Reinert and Jeff Dingman of the City of Fort Smith.

The minutes of the October 16, 2018 regular meeting were unanimously approved.

Mr. Sicard reviewed the Treasurer's report for the month of October 2018, such documents being previously provided by Mr. Sicard for the commissioners' review. As of October 31, 2018, the Total Cash-on-Hand for the CBID amounted to \$60,333.42. Restricted funds comprise \$3,150.00 of the total cash. The total cash net of restricted funds is \$57,183.42. Mr. Sicard noted specific disbursements of \$20,000 to assist funding with the downtown traffic study and \$15,000 to the Gateway Park project, both previously approved by the Commission. Mr. Pryor moved approval of the Treasurer's report. Mr. White seconded, and the motion carried by unanimous vote.

Talicia Richardson, Executive Director of 64.6 Downtown, provided an update on 64.6 Downtown's activities. Mrs. Richardson recapped the Invest Fort Smith event sponsored by 64.6 Downtown on October 30, which was a great success. There were 125 attendees at the event, who were surveyed after and provided positive feedback. Four different businesses have been in contact with 6.46 as a result of the event inquiring about moving or expanding their business to downtown Fort Smith. The event will be repeated in the future, with expanded topics and perhaps keynote speakers on topics relevant to downtown development or re-development. Mr. Clark asked about the event covering its costs, which Mrs. Richardson reported that it did cover costs of the event and lunch with the \$25 ticket price. Mr. Sicard added that keynote speakers could be supported with appropriate ticket prices as well. Mr. Griffin offered that the city staff and Board of Directors should be encouraged to attend future events. Mrs. Richardson noted that data for October's Unexpected and Outlier projects was still being compiled into a report that will be shared later.

The City of Fort Smith's projects of the Downtown Traffic Study and Form Based Code implementation are ongoing. Ms. Reese Brewer of the Frontier MPO reported that the contract with Halff & Associates was approved by the city, and that Halff will proceed with preparing for data collection as it plans to start taking traffic counts in January, after the holidays. Mr. Griffin inquired as to the timeline for completion and how it might be impacted by waiting until January to take traffic counts. Ms. Brewer and Mr. Dingman replied that contract provides for a nine-month project from the time the agreement was made,

not from the time traffic counts were collected. Mr. White was adamant that the city be diligent in holding the consultant to the time frame provided in the contract for services.

Regarding the Form Based Code project, Mrs. Andrews reported that the consultant has provided the draft document for staff to review. Staff has been able to respond to the first few chapters with suggested edits and will continue to provide comments on the remaining chapters as the consultant compiles the final draft. Staff is particularly reviewing the different and distinct character areas defined within the CBID boundaries and suggesting ways to address the needs of each area. The work is technical and time consuming, but the process should be complete in January/February of 2019 and then proceed through the city's adoption process. Mrs. Richardson added that one of the speakers at the Invest Fort Smith forum has worked with Form Based Code implementation in another city and offered to assist staff with review and input to the process.

Mrs. Richardson reported that 64.6 Downtown is working with the Downtown Business Association to sponsor this year's Shop Small/Shop Local campaign and promote Small Business Saturday, happening this Saturday, November 24. Heather Sanders, president of the Downtown Business Association added that there will be a tree lighting ceremony and event in Pendergraft Park from 5pm to 8pm. Ms. Sanders also offered that the DBA will sponsor Santa Claus in Pendergraft Park each Saturday through the Christmas holiday from noon to 3:30 p.m. each day, and that the DBA will be hosting a New Year's Eve Ball Drop event downtown for the public to come and enjoy.

Mr. Hanna reported on the work session for the CBID facilitated by Mrs. Richardson on November 8. Many topics were discussed, and a top takeaway is that the CBID would like to host a Town Hall meeting and invite the downtown merchants, property owners, and the general public to solicit feedback about what sorts of things those who are invested in downtown would like to see happen in downtown. The CBID has its own list of possible projects but recognized the need to see how that list aligns with what the community wants to see, while considering how projects would be funded. No specific date or other details have been determined, but the CBID offered that they'd like to see it happen by early February. Mrs. Richardson added that such a meeting would help further define the CBID's short-term goals, one of which will be a discussion with the Fort Smith Chief of Police and City Administrator about police patrols at the December CBID meeting.

Mr. Dingman noted that the Neighborhood Services Report, Business License report, and Building Permit report were included in the CBID packet. In response to feedback from the CBID's work session discussion, the Development Department staff is looking at how to best revise the information provided in the Neighborhood Services report. To that end, dates for next inspection have been added to the report. Mr. Sicard asked if start dates could also be included. Mr. Dingman further noted that the department will be looking at its property maintenance code enforcement policies and procedures as applied to the entire city, trying to streamline the processes to get items to the court system as expeditiously as possible, with appropriate follow-up thereafter. The department recognizes that more active enforcement and better reporting and follow-up are the desired result.

Mr. Griffin noted that there are various temporary signs in place at different businesses within the CBID that are almost certainly violations of the sign ordinance, and commented that more active and consistent enforcement is needed.

Doug Reinert, Director of Parks & Recreation, presented an update on the department's activities within the CBID. All of the city's irrigation systems and splash pads have been winterized for the season, and the staff continues to focus on the installation of the holiday lights in Creekmore Park and the downtown areas. The bike/skate park is finished, it had a great Grand Opening event and is being consistently utilized. Mr. Hanna asked about the downtown benches, to which Mr. Reinert replied that staff is waiting on the

parts for the additional armrests and will install them and replace the benches when they arrive, which should be in the next couple of weeks. Mr. White asked if the shade awnings at the downtown splash pad will be removed for the winter, Mr. Reinert replied that they will be removed but staff has not gotten to them yet. Mr. Griffin expressed his appreciation for the Parks Department staff and their efforts regarding the holiday lights, noting that it is a big task, but the result looks great and is appreciated by many.

Mr. Sicard asked about the status of the property being purchased from Kansas City Southern Railroad, to which Mr. Reinert replied that the item is on the Board of Directors' November 20 agenda for approval (this evening). Mr. Sicard further asked what role the Parks Department will have for the property once it is purchased, to which Mr. Reinert replied that the Parks Department will have oversight of any proposals for developing recreation areas on the property. Mr. Hanna added that there is a substantial number of volunteers ready to go to work on the property to make it accessible to the public and provide trails for public use, under oversight of the Parks Department but using minimal city resources.

Mr. White asked that the CBID and all in attendance take a moment to remember Bill Neumeier and his family upon Mr. Neumeier's untimely passing, and further recognize Mr. Neumeier's prior and ongoing contributions to downtown Fort Smith. Mr. Griffin echoed the sentiment, remarking that Mr. Neumeier was a "remarkable guy and a great citizen" of Fort Smith who was one of the early pioneers of the resurgence of downtown.

Mrs. Vick asked Mr. White about the status of the project on the 900 block of Garrison Avenue. Mr. White replied that he and his partners remain committed to the project. Petree Construction is currently on site and will have people on-site from now until the project is completed. He expects twelve residential units to be completed and ready for leasing in the spring. The twelve units will have several communal spaces and amenities on the property that should make them attractive to lease. They are not yet being marketed for lease, but Mr. Ghan is putting together a plan for that approach now. The commercial spaces will be ready after the residential spaces are finished, possibly in the summer of 2019.

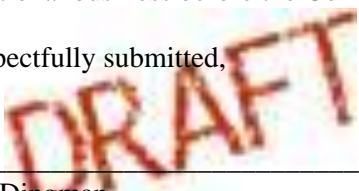
Mr. Hanna introduced a request from the property owner of 601 Garrison to demolish the buildings on the property. Mr. George Catsavis, representing the trust that owns the property, indicated that the trust would like to remove the buildings on the property, undercut the lot and install topsoil and sod for the time being as other development options are explored. He has a demolition contractor lined up and would like to get the buildings down by the end of the year. There are a few ideas being explored for the property, including expanding the parking lot that currently exists at the front of the property, and Mr. Catsavis acknowledged that the final plan for the property would be presented to the CBID. Mr. White noted that sometimes temporary plans last longer than expected, and he would like to see a plan for landscaping that complies with the downtown streetscape requirements instead of merely a sodded greenspace. Mr. Clark moved approval of the demolition request with the understanding that Mr. Catsavis will provide staff with a minimal landscaping plan to include trees or other plantings consistent with the streetscape plan for the temporary duration of the greenspace. Mr. White seconded, and Mr. Catsavis was agreeable to the condition. The motion carried by unanimous vote.

Mr. Griffin commented that such requests for building demolitions should be accompanied by distinct landscaping plans for the CBID to review as it considers the demolition requests, so that it is clear to all parties what is intended and approved, even if the landscaping is to be of a temporary nature.

Mr. Hanna relayed that he recently had the opportunity to visit three towns in Germany, all of whom appear to be focused on sustainability and the use of renewable energy, addressing climate change affirmatively in a way he'd like to see Fort Smith emulate.

The next meeting of the CBID Commission is scheduled for December 18. There being no additional business before the Commission, the meeting adjourned at approximately 10:15 a.m.

Respectfully submitted,



Jeff Dingman
Deputy City Administrator

**Central Business Improvement District #1
Fort Smith, Arkansas
Financials
November 30, 2018**

BEGINNING YEAR BALANCE (Checking & Savings Account) 89,107.92

<u>INCOME</u>		
	CURRENT MONTH	YEAR-TO-DATE
Monthly Rental:		
Monthly rental income-U A Fort Smith for The Lyon's Den Building-Initial payment May 2012 of \$15,005.00-Monthly payments thereafter of \$5,410.00	5,410.00	59,510.00
Interest earned on savings account	40.77	266.27
Royalties: Sonat Exploration Company Ozark Oil & Gas Chesapeake Operating, Inc. Southwestern Coal Co./Ft.Smith #1 Robert B. Westphal/ F.S.#1 Royalties		
Total Income	5,450.77	59,776.27
<u>EXPENSES</u>		
Loan Payment: First National Bank	4,810.00	52,910.00
Paid Item Fee- Refunded on 8/8/18	0.00	0.00
Check #1049 to WAPDD for Fort Smith Traffic Study	0.00	20,000.00
Check #1050 to 64.6 Downtown- Gateway Park	0.00	15,000.00
Total Expenses	4,810.00	87,910.00
Net Change	640.77	(28,133.73)
Month End Balance		<u>60,974.19</u>

12/11/2018

**CENTRAL BUSINESS IMPROVEMENT DISTRICT #1
FORT SMITH, ARKANSAS
November 30, 2018**

SELECTED ASSETS

Checking	\$6,921.40
Savings*	<u>\$54,052.79</u> *
Total Cash-on-Hand (Net of Outstanding Checks)	\$60,974.19

Undesignated			
Anonymous Donor		\$5,000.00	
check# 1044 64.6 Downtown	12/20/2016	<u>-\$1,850.00</u>	
TOTAL UNDESIGNATED FUNDS		\$3,150.00	
*PLEDGE COMMITMENTS TO BE PAID:			
TOTAL UNDESIGNATED FUNDS		\$3,150.00	- Deducted from above cash balance

TOTAL CASH NET OF RESTRICTED FUNDS	\$57,824.19
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Neighborhood Services Division

P.O. Box 1908, 623 Garrison Ave., Fort Smith, AR 72902

MEMO

Property Maintenance issues being addressed within the CBID:

- **900 Garrison Ave., Goins Statewide Furniture, Inc.** Awaiting update information on plan of action and estimated date of completion. Next inspection is scheduled for January 3, 2019.
- **901 - 907 Garrison Ave., Uptown Properties, LLC.** Progress is continuing at this time. Next inspection is scheduled for January 3, 2019.
- **908 Garrison Ave., Harward M & Caroline L Barry.** Awaiting update information on plan of action and estimated date of completion. Next inspection is scheduled for January 3, 2019.
- **815 N. B St. – Eric Arthur.** No further improvements noted, sending letter advising that next enforcement action will be through the City of Fort Smith Prosecuting Attorney's Office.
- **601 Garrison Ave., Madelyne Catsavis Revocable Family Trust.** Awaiting update information on plan of action and estimated date of completion. Next inspection is scheduled for January 3, 2019.
- **703 Rogers Ave., NJKR, LLC.** The electric has been updated and work is in progress. Next inspection is scheduled for 1-3-19.
- **201 Towson Ave., Jeremy V Jones.** Repairs have been completed and case file closed.
- **921 Garrison Ave., Charles & Anna Conner.** Sending a letter advising that we are trying to work with them to avoid further enforcement action and that my next inspection is scheduled for January 3, 2019.

Rick Ruth

Property Maintenance Supervisor

Phone: (479) 784-1027

E-Mail: rruth@fortsmithar.gov

Environmental issues being addressed within the CBID:

- **818 Towson Ave., Richard Earl & Marietta Parks.** Upon final inspection case file closed.
- **20 N. 6th St., George Z Catsavis.** A verbal courtesy was given for trash & debris. Violations were abated the same day and case file closed.
- **1000 Rogers Ave., Starling Investments, LLC,** Property was posted for grass/weeds and trash & debris. Was contacted by owner on December 6th and was advised that the violations would be abated by December 14th. The inspection for compliance is scheduled for December 17th (7 days after receipt of certified letter).

Scott Hamilton,

Property Maintenance Inspector

Phone: (479) 784-1607

E-Mail: shamilton@fortsmithar.gov

CBID Building Permits Issued for 2018

Permit #	Date	Address	Work Permitted
18-0011	1/4/2018	508 GARRISON AVE	CEILING TILE AND GRID
18-0067	1/15/2018	708 GARRISON AVE	REPAIR TERMITE DAMAGE
18-0086	1/18/2018	106 N 9TH ST	SIGN FOR EDWARD JONES INVESTMENTS
18-0149	1/31/2018	701 GARRISON AVE	INTERIOR REMODEL NO STRUCTURAL
18-0253	2/21/2018	1021 GARRISON AVE	INTERIOR REMODEL DOORS
18-0301	3/1/2018	706 GARRISON AVE	REPLACE ROOF
18-0403	3/14/2018	520 TOWSON AVE	POLE SIGN
18-0404	3/14/2018	624 TOWSON AVE	POLE SIGN
18-0415	3/16/2018	512 GARRISON	WATERPROOFING & STRUCTURAL REPAIRS
18-0460	3/23/2018	715 ROGERS AVE	REPLACE FABRIC AWNING
18-0589	4/16/2018	906 GARRISON AVE	REMODEL FOR 906 LOUNGE BY WINTONS
18-0687	4/30/2018	602 GARRISON AVE	REPLACE ROOF
18-0941	6/7/2018	21 N 2ND St	BMB REMODEL
18-0984	6/14/2018	507 GARRISON AVE	REPLACE ROOF
18-0988	6/14/2018	620 TOWSON AVE	DEMO BUILDING
18-1227	8/3/2018	509 GARRISON AVE	WALL SIGN
18-1295	8/16/2018	509 GARRISON AVE	NEW SIGN
18-1368	8/28/2018	100 TOWSON AVE	2 WALL SIGNS
18-1373	8/28/2018	823 GARRISON AVE	REPLACE EQUIPMENT
18-1378	8/29/2018	1120 GARRISON AVE	ERECT NEW PROJECTING SIGN
18-1486	9/18/2018	1021 GARRISON AVE	SIGNAGE
18-1497	9/19/2018	19 N 5TH ST	REPLACE ROOF
18-1581	10/3/2018	315 GARRISON AVE	INTERIOR DEMO ONLY
18-1612	10/10/2018	720 GARRISON AVE	SIGN
18-1635	10/15/2018	709 ROGERS AVE	INTERIOR & ROOF DEMO
18-1647	10/16/2018	51 S 6TH ST	INTERIOR DEMO ONLY
18-1666	10/22/2018	500 GARRISON AVE	SIGN
18-1671	10/23/2018	322 N 6TH ST	ELECTRIC, MECHANICAL, PLUMB, DRYWALL
18-1692	10/25/2018	700 N A ST	REPAIR PARKING LOT
18-1818	11/26/2018	1001 TOWSON AVE	DAY CARE REMODEL FOR HOSPITAL
18-1893	12/11/2018	623 GARRISON AVE	FIRE ESCAPE REPAIR

CBID BUSINESS LICENSE 2018

DATE APPLIED at Planning	BUSINESS ADDRESS	BUSINESS NAME	Business Status APPROVED NOT APPROVED	NOTES	
1/5/2018	915 Garrison Ave	Bo Rogers	Approved	Mobile Food Truck	
1/8/2018	520 Towson Ave	Dr. Carey K Andreoiu	Approved	Dr. Office/Clinic	
1/12/2018	410 N B Street	Tipsy Mockingbird Books	Approved	retail book store	
2/6/2018	1201 Garrison Ave	In & Out of Arkansas	Approved	cell phone store	
2/12/2018	1021 Garrison Ave	Riverfront Inn	Approved	Motel/Hotel	
2/20/2018	622 Parker Ave	Ledbetter Cogbill Arnold and H	Approved	Legal Services	
2/22/2018	11 North 3rd Street	Olen & Co LLC	Approved	Gift shop	
3/1/2018	201 North 2nd Street	OK Foods Inc. Refrigeration	Approved	Packaging and distribution center	
3/7/2018	913 Garrison Ave	Tea Kitchen	Approved	Mobile Food Truck	
3/8/2018	101 North 10th Street	Bookish: An Indie Shop	Approved	Bookstore	
3/20/2018	511 Garrison Avenue	Gean, Gean & Gean Attorneys	Approved	Legal Services	
3/29/2018	509 Garrison Avenue	Harry's Downtown	Approved	Private Club	
4/10/2018	1001 Towson Avenue	Hospital	Approved	Dr. Office/Clinic	
4/12/2018	916 South D Street	Thermold Magazines	Approved	Packaging and Distribution Center	
4/19/2018	106 North 9th Street	Edward Jones	Approved	Investment banking, securities, brokerages	
4/26/2018	500 Garrison Ave	5th Street Café	Approved	Restaurant	
4/30/2018	319 South 9th Street	Preferred Office Technologies	Approved	Consulting Services	
5/9/2018	101 North 10th Street	Tone Beauty Bar, LLC	Approved	Hair Salon	
5/17/2018	320 South 9th Street	Mesa Industries	Approved	Manufacturing Light	
5/22/2018	203 South 11th Street	Wisha K9	Voided by applicant	Animal & Pet Services (Indoor)	
5/24/2018	1015 Garrison Ave	Street Sweets	Approved	Snow Cone (Mobile Food)	
6/4/2018	515 Towson Ave	Honey Bee Photography	Approved	Photography Studio	
6/26/2018	100 Towson Ave	Outfitter Roofing & Const.	Approved	Contractor Office	
7/5/2018	70 South 7th Street	The Bakery	Voided by applicant	Event Center	
7/23/2018	913 Garrison Ave	Quesa-Dea-Yalls	Approved	Mobile Food Truck	
8/2/2018	1002 Garrison Ave	Hero's	Approved	Bar or Tavern	
8/3/2018	310 Towson Ave	Francis Heating and Air LLC	Approved	Contractor Office	
8/9/2018	823 Garrison Ave	Gus' Bar and Grill	Approved	Restaurant	
8/14/2018	900 Towson Ave	A & E Auto Sales	Approved	Auto Sale (legal non-conforming)	
8/22/2018	914 Towson Ave	Distinctively Vintage & More	Approved	Furniture or Home Furnishings (used)	
8/23/2018	809 Garrison Ave	Arkansas Community Correctio	Approved	Government Office	

CBID BUSINESS LICENSE 2018

8/30/2018	906 Garrison Ave	The Lounge	Pending Fire/Building/ABC	Private Club	
9/6/2018	70 South 7th Street	The Bakery	Approved	Event Center	
9/12/2018	315 Garrison	Nightmare Terrors	Pending Fire/Building/ABC	Temporary Haunted House	
9/17/20178	623 Towson Ave	Naga Thai Food	Approved	Mobile Food Truck	
9/26/2018	908 Towson Ave	Momo's International Mart	Approved	Gift shop	
10/23/2018	100 Towson Ave	McFarland Music	Approved	electronics & appliance music	
12/3/2018	624 Towson Ave	Baptist Health Service	Pending Fire/Building	Dr. Office/Clinic	
12/6/2018	101 North 10th Street	Keep It Gypsy	Pending Planning/Fire/Bui	specialty manufacturing	

MEMORANDUM

TO: Jeff Dingman, Deputy City Administrator
FROM: Brenda Andrews, Planning Dept.
DATE: December 13, 2018
SUBJECT: 1300 Garrison Avenue - Request to Demolish Building

John McIntosh, executive director for 64.6 Downtown, has submitted a request to demolish the building at 1300 Garrison Avenue. The building is located at the triangular intersections of Garrison Avenue, Rogers Avenue and North 13th Street. The CBID Design Guidelines require all demolition requests to be presented to the CBID for approval or denial.

The building was constructed circa 1920 and was originally the Magnolia Petroleum Station No. 72. The building is identified by the Arkansas Historic Preservation Program as a contributing structure to the West Garrison Avenue Historic District.

Approval of the demolition request will facilitate the development of Gateway Park. Once the park is developed, 64.6 Downtown proposes to donate the park to the city.

Enclosed is a copy of Mr. McIntosh's application as well as photographs of the building, a vicinity map, and the architectural resource survey of the building.

If you have any questions, don't hesitate to contact me.

Enc.

LEGAL DESCRIPTION ATTACHED

Address of property 1300 GARRISON, located within the boundaries of the Year 2010 Design Guidelines Code and the Central Business Improvement District, has filed with the Director of Development and Construction a written application pursuant to Section 4 of Ordinance 70-10 of the City of Fort Smith, Arkansas, to secure a variance from the literal provisions of the Design Code as follows: **(OFFICE USE ONLY)**

The undersigned will present said application to the Central Business Improvement District meeting following the expiration of seven (7) days from the date of this publication, at which meeting the Central Business Improvement District will conduct a public hearing on said application. The meeting will be held at 524 Harrison Avenue, 7th floor on December 18, 2018 at 9:30. All interested persons are invited to attend and are entitled to be heard. This notice is published this 10th day of December, 2018.

Signed:

479-650-3060

Owner or Agent Phone Number



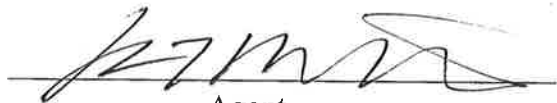
Owner

Or

604.6 DOWNTOWN

P.O. Box 11288 FS, AR 72913

Owner or Agent Mailing Address



Agent

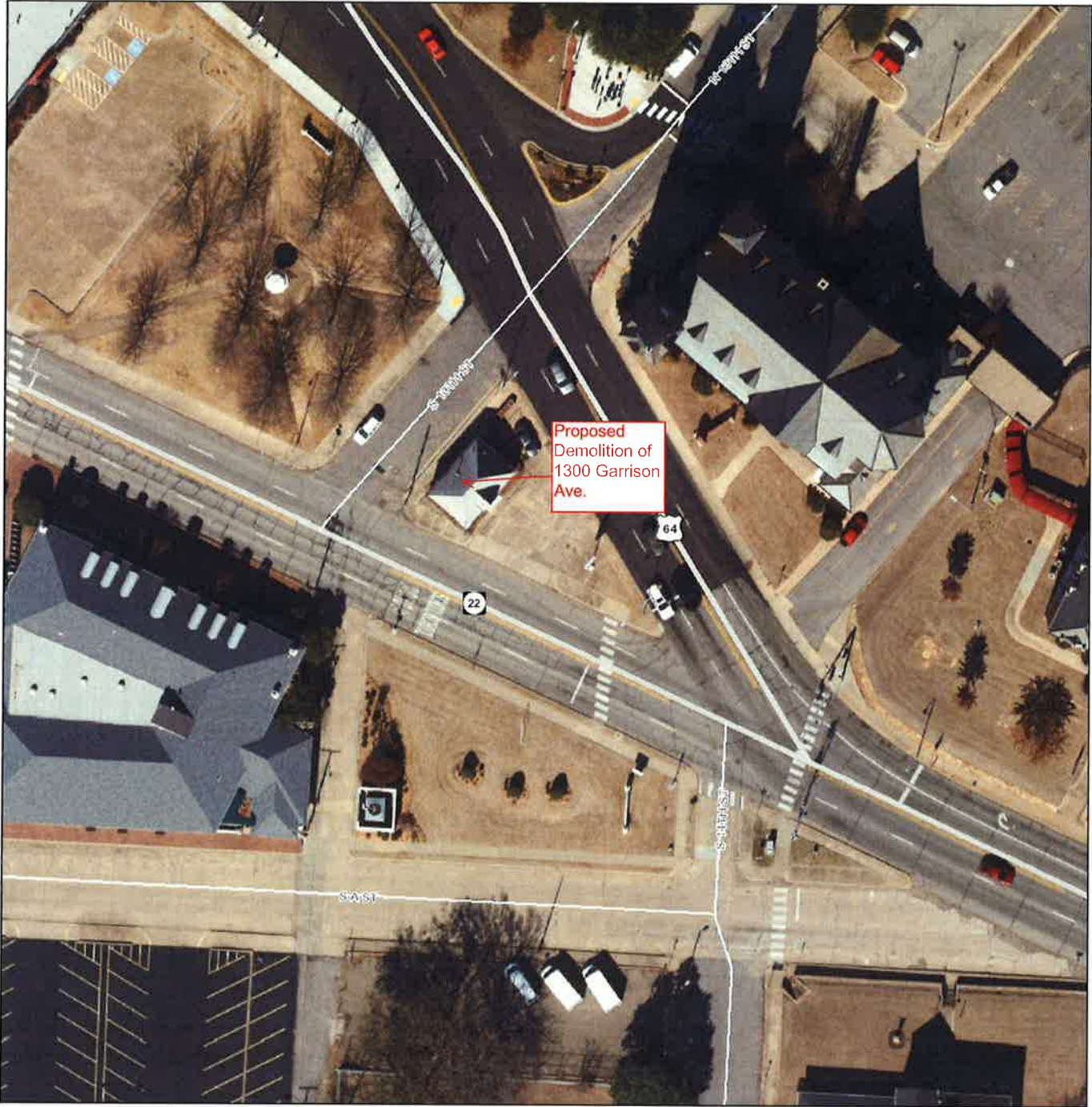
VARIANCE INFORMATION FORM

The following sentence is from Section 4 of Resolution 17-10 of the Ordinance which defines the criteria for granting a variance.

A variance shall be granted only when it is demonstrated that such action will be in keeping with the spirit and intent of the provisions of the Year 2010 Design Guidelines Code.

Reason(s) for Hardship: WE ARE ASKING FOR A DEMOLITION
APPROVAL IN ORDER TO BUILD, AND DONATE
TO THE CITY, GATEWAY PARK

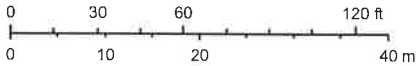
1300 Garrison Avenue
Proposed Demolition



December 6, 2018

- Fort Smith City Limits
- Water Bodies
- Public Schools
- Parks

1:518









ARKANSAS
HISTORIC
PRESERVATION
PROGRAM

ARKANSAS ARCHITECTURAL RESOURCES FORM

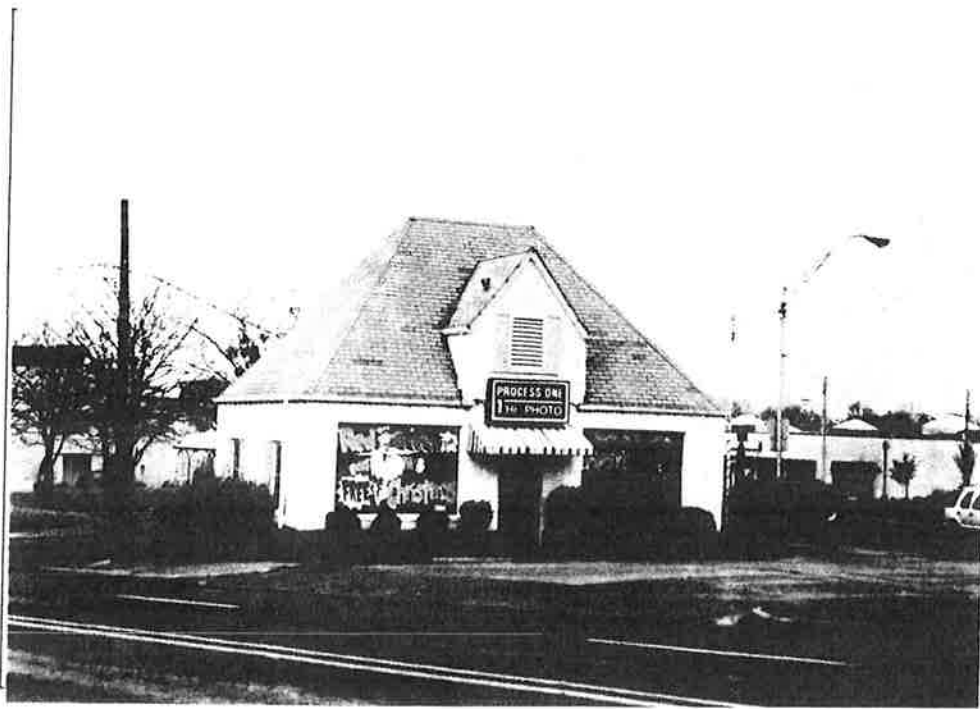
AHPP USE: Registrar _____
ONLY Mapped _____
D.O.E. _____
Priority _____

1. Resource Number SB0194
2. Survey Number
3. Film Numbers : -
 : -
 : -
4. Date Recorded 01-12-98
5. Recorder STS

GENERAL DATA

6. Historic Name MAGNOLIA Petroleum Station # 72
7. Alt-Name
8. Quad Map F105
9. Geographic Location S 08 T 08N R 32W
10. UTM Coordinates
11. Town/Nearest Community Fort Smith
12. Street Address/Directions to Resource 1300 GARRISON AVE.

13. Street Name GARRISON AVENUE
14. Owner HARWARD M. BARRY
15. Owner Address 100 N. 6th St. Fort Smith, AR 72901
16. Owner Phone Number
17. Informant and Informant Phone #



DESCRIPTIVE DATA

18. Use, Original 0801 Other _____
19. Use, Present 0302 Other _____
 0101-Single Family Dwelling 0301-General Retail Store 0308-Bank
 0401-Church 0601-School 9800-Structure Aban/Unocc 9900-Other
20. Setting 5 Other _____
 1-Rural, Undisturbed 2-Rural, Built-Up 3-Urban Encroachment 4-Small Town
 5-Urban 9-Other
21. Threats to Property 1 Other _____
 1-None/Property Stable 2-Neglect/Deterioration 5-Private Development
 7-Urban Encroachment 9-Other
22. Total Number of Site Features & Description 0
23. Total Number of Ancillary Structures 0

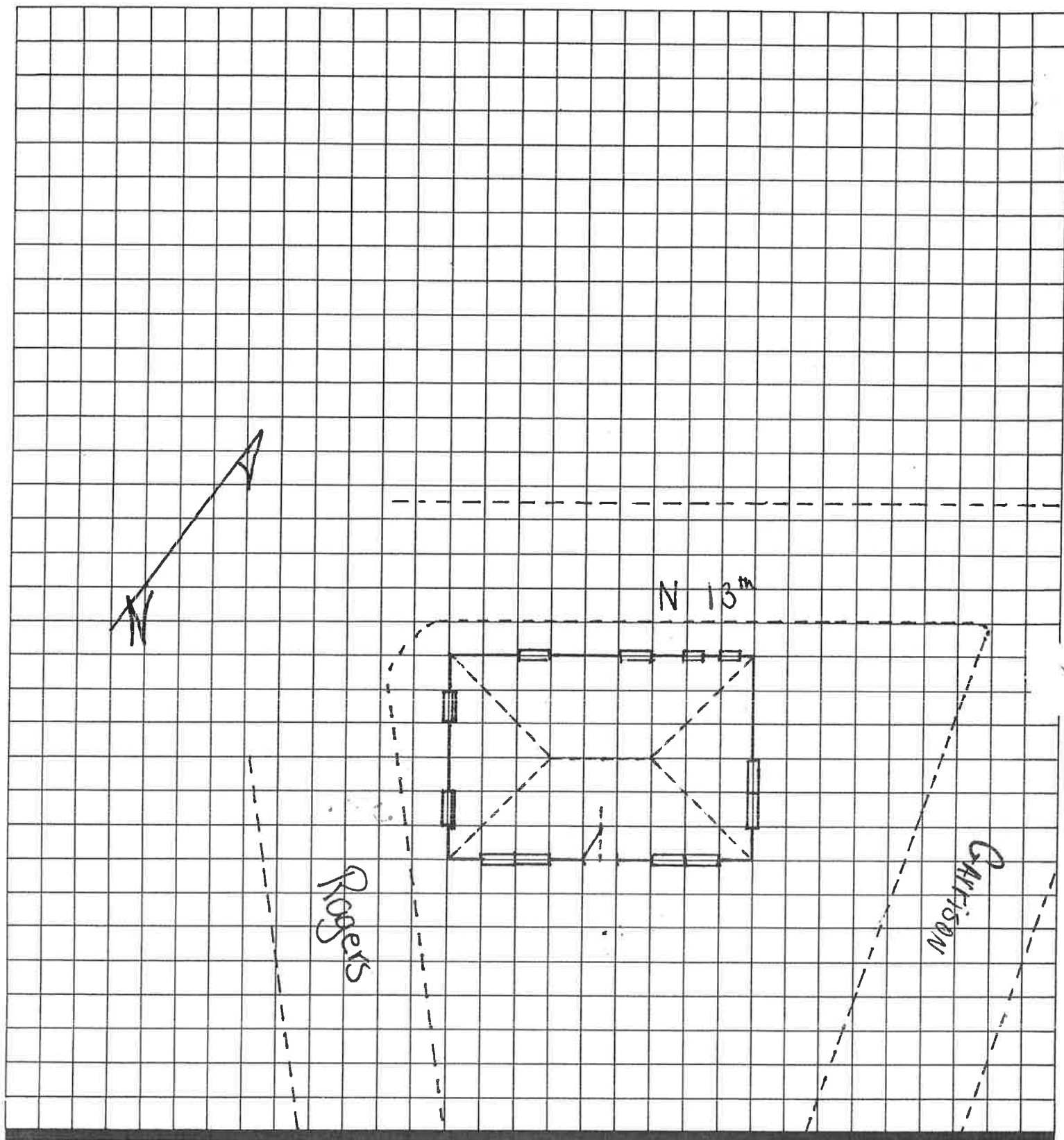
DESCRIPTIVE DATA OF PRINCIPAL STRUCTURE

24. Style Influence: Primary 22 Secondary 0 Other _____
 01-Plain/Traditional 04-Greek Revival 05-Italianate 09-Queen Anne/Eastlake
 15-Craftsman 16-Bungalow 24-English Revival 25-Colonial Revival 99-Other
25. Plan 07 Other _____
 01-One Room/Single-pen 03-Double-pen 04-Dogtrot 05-Single Pile w/Central Hall
 07-Rectangular 08-Square 09-Irregular 11-T-shaped 12-L-shaped 99-Other
26. Height (Stories) 01
 01-One 02-One & One-Half 03-Two 04-Two & One-Half 99-Other
27. Basement/Cellar 3 Other _____
 1-Full 2-Partial 3-No Cellar 8-Unknown 9-Other
28. Wings and/or Projections: A 0 B 0 C 0 Other _____
 01-Rear Shed 02-Rear L 03-Rear T 04-Side 05-Prow 08-Bay Projection 99-Other
29. Construction: A 06 B 0 Other _____
 01-Log 06-Frame 07-Box 08-Brick 09-Stone 12-Reinforced Concrete 99-Other
30. Wall Material, Original: A 10 B 0 Other _____
31. Wall Material, Present: A 10 B 0 Other _____
 01-Log 02-Weatherboard 03-Novelty Siding 04-Board/Batten 05-Brick 09-Synthetic Siding
 10-Stucco 12-Cut Stone 13-Field Stone 14-Asbestos 97-Unknown 99-Other
32. Roof Type(s): A 06 B 0 C 0 Other _____
 01-Gable 02-Gable w/Parapet 03-Clipped Gable 06-Hip 07-Pyramid 08-Gambrel
 12-Flat 13-Flat w/Parapet 99-Other
33. Roof Features (if present): A 01 B 0 Other _____
 01-Dormer(s) 02-Steeple 03-Cupola 04-Cresting 05-Clock Tower
 07-Tower/Turret 08-Belfry 99-Other
34. Roof Materials: A 02 B 0 Other _____
 01-Wood 02-Composition Shingle 03-Metal 05-Tile 06-Tar/Built-up 99-Other

35. Chimney Placement: A ☒ B ☐ C ☐ D ☐ Other _____
 1-Exterior End 2-Interior End 3-Other Exterior 4-Interior Central 5-Other Interior 9-Other
36. Chimney Material: A ☒ B ☐ C ☐ D ☐ Other _____
 1-Brick 4-Cut Stone 5-Field Stone 6-Metal 9-Other
37. Foundation Type ☒ Other _____
 1-Continuous 2-Piers 9-Other
38. Foundation Material ☒ Other _____
 1-Wood Block 2-Stone 3-Brick 4-Cast Concrete 5-Concrete Block 9-Other
39. Porch Type(s): A ☒ B ☐ C ☐ Other _____
 01-Full, Front 03-One Bay, Central Front 05-Wrap-around 06-Awning 07-One-Half, Front
 08-Recessed, Front 10-Side 11-Full, Rear 99-Other
40. Porch Height (Stories): A ☒ B ☐ C ☐ Other _____
 1-One 2-One & One-Half 3-Two 4-Two & One-Half 9-Other
41. Porch Roof Type(s): A ☒ B ☐ C ☐ Other _____
 1-Gable 2-Hip 3-Flat 4-Shed 9-Other
42. Porch Detail(s): A ☒ B ☐ C ☐ Other _____
 01-Chamfered Posts 02-Turned Posts 03-Columns 04-Balustrade 05-Wood Ornament
 06-Lattice 08-Columns on Piers 11-Posts 99-Other
43. Window Type(s): A ☒ B ☐ C ☐ Other _____
 1-Double-hung 2-Triple-hung 3-Casement 4-Stationary 9-Other
44. Light/Pane Arrangement: A ☒ B ☐ C ☐
45. Condition ☒ Comments: _____
 1-Excellent 2-Good 3-Fair 4-Deteriorated 5-Ruin
46. Architectural Comments: ☒ Located in triangular block at the intersection of Garrison and Rogers

HISTORIC DATA

47. Architect _____
48. Builder _____
49. Construction Date ☒ 1920 Comments: _____
50. Historic Context _____
51. Are any significant archeological features located on the property? ☐



AHPP USE ONLY

52. **Ethnic Heritage:** A ☐ ☐ B ☐ ☐ 01-Asian 02-Black 03-European 04-Hispanic 05-Native American 09-Other
53. **Areas of Significance (Refer to Handbook):** A ☐ ☐ B ☐ ☐ C ☐ ☐
54. **NR Eligibility** ☐ 1-Eligible 2-Ineligible 3-Listed 4-Delisted
55. **Destroyed:** (Y or N) ☐ **Date** ☐ ☐ ☐ ☐

MEMORANDUM

TO: Jeff Dingman, Acting City Administrator
FROM: Brenda Andrews, Planning Dept.
DATE: December 14, 2018
SUBJECT: 101 North 10th Street, Suite B (Brunswick Place) – Conditional Use for a Specialty Manufacturing Business to manufacture leather purses

Carmen Geoates, owner of Keep It Gypsy, has submitted a conditional use application to operate a Specialty Manufacturing business at Brunswick Place, 101 North 10th Street, Suite B. Keep It Gypsy is a wholesale business that manufactures leather purses. The business does not have a retail store front.

Specialty Manufacturing is allowed in the C-6 zoning district upon planning commission approval of a conditional use. Specialty Manufacturing is defined in the Unified Development Ordinance as:

Specialty Manufacturing

shall mean specialty manufacturers with or without a retail front or other special manufacturers with minimal impacts to adjoining properties, including noise, traffic, lighting, odors, and hours of operation. Products are primarily assembled by hand. The uses are limited by size to a maximum of 4,000 s.f. of gross floor area and shall be operated only within a fully enclosed structure.

As noted in the above definition, specialty manufacturing states that impacts to adjoining properties must be minimal. As part of the process of making the leather purses, Keep it Gypsy utilizes a laser machine to cut and engrave some of the purses. This process does emit an odor. To address the odor problem, Ms. Geoates will purchase an air filter machine to eliminate the odor associated with the laser machine.

Staff is seeking the CBID's input on the request for the conditional use prior to the Planning Commission's consideration of the request. The CBID's input will be forwarded to the Planning Commission.

Enclosed is a copy of the conditional use application and a site map showing the location of the business.

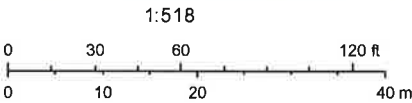
Enc.

Keep It Gypsy
101 North 10th Street, Suite B - Specialty Manufacturing



December 14, 2018

- : : Fort Smith City Limits
- Subdivisions
- Water Bodies
- Public Schools
- Parks



Conditional Use # _____

APPLICATION FOR CONDITIONAL USE

Name of Property Owner: Brunwick Properties LLC

Name of Authorized Agent (if applicable) Carmen Geocates

Legal Description of property included in the conditional use request:

Lots 7-12 3 Clsd Street, Block 1,
Subdivision Fitzgerald, 99FS, Acres 0.47

Street Address of Property: Old Parcel 12335, 16-08-32
101 No 10th Ste B Fort Smith AR 72901

Existing Zoning Classification:

C6

Proposed Zoning Classification (if applicable):

n/a

Describe Proposed Conditional Use Request, including the development of any construction proposed of the property:

Specialty manufacturing for the
manufacturing of leather purses. we are a wholesale
Business.

What amenities are proposed such as landscaping and screening?

we will have inside the building an odor
filtering system

Carmen Geocates

Owner or Agent Name (please print)

101 No 10th Street

Owner or Agent Mailing Address

Suite B, Fort Smith AR 72901

479-221-1333

Owner or Agent Phone Number

Signed:

Owner

Or

Agent

Carmen Geocates

LETTER REGARDING RESTRICTIVE COVENANTS

Restricted covenants are regulations that are maintained and enforced by the property owners of the subject subdivision. These covenants may be found in your abstract or at the County Circuit Clerks Office. Restrictive covenants are often enforced in subdivisions with homeowner's associations and can always be more restrictive but never less restrictive than the City of Fort Smith's Zoning Regulations. *(See attached additional information on restrictive covenants)*

TO: Planning Department

SUBJECT: Legal Description of Property

Lots 7-12 3rd Street Cisd Street
Block 1
Subdivision Fitzgerald
School district 9975 Acres 0.47

I have searched all applicable records, and to my best knowledge and belief, there are no restrictive covenants running with the above described land, except as follows:

none

Carmen Yeaton

AUTHORIZATION OF AGENT

If an agent (i.e., contractor) is acting on behalf of the owner(s), all owners must sign in the space provided. This form is necessary only when the person representing this request does not own all the property.

We the undersigned, being owners of real property, and requesting a conditional use by application do hereby authorize Carmen Geates to act as our agent in the
(Print Name of Agent)

matter.

(Type or clearly print)

NAMES OF ALL OWNERS.

SIGNATURE OF ALL OWNERS.

1. Josh Beshears
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

[Signature]

This form is necessary only when the person representing this request does not own all the property.

Fume Extraction Systems

Susan Hensley <shensley@engraversnetwork.com>

Fri 12/7/2018, 2:53 PM

To: 'keepitgypsy@hotmail.com' <keepitgypsy@hotmail.com>

3 attachments (3 MB)

AD 1000 iQ.pdf; AD Base 1 Oracle.pdf; Keep It Gypsy 1000 IQ & Base 1.pdf;



Carmen:

In reference to our conversation, attached is the quote for the two 1000iQ systems for the VLS660's and the AD Base 1 for the VLS350 system. I asked about using an inline filter with your existing external blowers, however was told this filter removes particulates but not the smell, which is your issue.

The three systems total \$17,125 with shipping, less a discount of \$2,400, so your price is \$14,475. Also attached are the spec sheets for both systems. If you have any questions or need additional information, please do not hesitate to give me a call.

Regards,
Susan Hensley

Engravers Network
637 107th St.
Arlington, TX 76011
Phone: 817-261-7256

OVER 30 YEARS OF UNRIVALED SALES, SERVICE & SUPPORT

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sales@engraversnetwork.com

UNIVERSAL
LASER SYSTEMS INC.

VISION
LASER SYSTEMS

Direct Color Systems

FIBERETCH

BOFA

THERMARK
laser marking technology

Friday, December 7, 2018

MARK & CARMEN GEOATES
KEEP IT GYPSY
115 N 10TH ST - STE C103
FT SMITH, AR 72901

PHONE: 479-784-3333
EMAIL: keepitgypsy@hotmail.com



BOFA Advantage 1000iQ Extraction System

Advantage 1000iQ Fume Extraction System

QTY	DESCRIPTION	EACH	EXTENDED
2	22-4006 BOFA Advantage 1000iQ w/1 set of filters	\$6,339.00	\$12,678.00
2	22-4027 Connection kit	\$262.00	\$524.00
	SUBTOTAL		\$13,202.00
	LESS DISCOUNT		(\$1,980.00)
	FREIGHT (FOB Staunton, IL)		\$750.00
	TOTAL PRICE*		\$11,972.00

Replacement Filters for Advantage 1000iQ

DESCRIPTION	MSRP	OUR PRICE
22-4025 Pre-Filter Filter	\$472.00	\$438.00
22-4026 Combined Filter	\$925.00	\$845.00

BOFA Advantage Base 1 Fume Extraction System

Advantage Base 1 Fume Extraction System

QTY	DESCRIPTION	EACH	EXTENDED
1	22-4001 BOFA Advantage Base 1 w/1 set of filters	\$2,836.00	\$2,836.00
1	22-4021 Connection Kit	\$87.00	\$87.00
	SUBTOTAL		\$2,923.00
	LESS DISCONT		(\$420.00)
	FREIGHT (FOB Staunton, IL)		\$250.00
	TOTAL PRICE*		\$2,503.00

Replacement Filters for Advantage Base 1

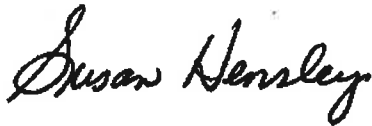
DESCRIPTION	MSRP	OUR PRICE
22-4012 Pre-Filter Filter	\$206.00	\$186.00
22-4013 Combined Filter	\$329.00	\$297.00

FACILITY REQUIREMENTS

Electrical Power	Voltage 116V \pm 10%, Wattage
Delivery	In stock.
Terms	Signed quote, net due on delivery.
Shipping	FOB Staunton, IL via Associated Freight.

If you would like to see the 500/500iQ system, give me a call and we can set up a time for you to come to our showroom.

Sincerely yours,

A handwritten signature in cursive script that reads "Susan Hensley".

Susan Hensley

AD 1000 iQ

The AD 1000 iQ high end laser extraction system combines a very large filter capacity with high airflow and pressure rates, making it the ideal choice for heavy duty applications that generate large amounts of particulate and gaseous organic compounds.

Performance has been further enhanced with the inclusion of several features including BOFA's acclaimed iQ Operating System, making the AD 1000 iQ one of the most advanced systems available.

The system takes performance and safety parameters to a new level and ensures that maintenance, downtime and ownership costs are kept to a minimum.

Affordable high performance laser fume extraction system for applications in the laser marking, coding and engraving industries.

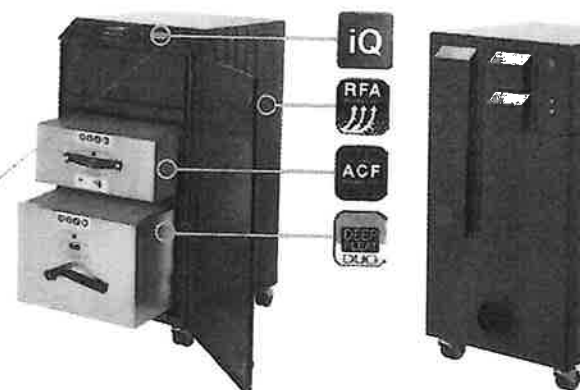
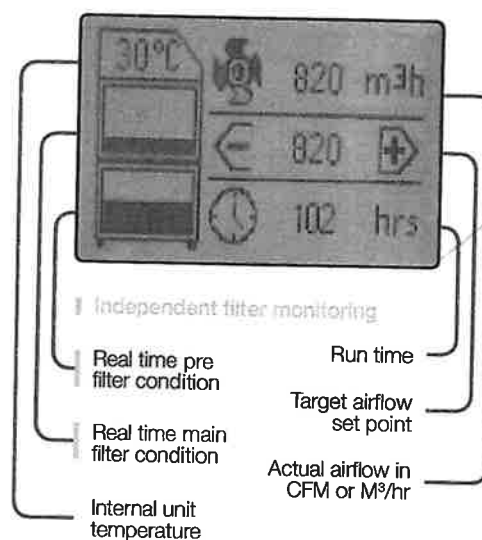


STANDARD FEATURES:

- Operating System
- High airflow and pressure rates
- Reverse Flow Air filter technology
- DeepPleat DUO pre filter
- Combined HEPA/Gas filter incorporating ACF technology
- Automatic flow control system
- Real time airflow reading
- Independent filter condition monitoring, display and warnings
- High contrast display
- 'In safe' operation
- Remote diagnostics via USB
- Filters with long life and low replacement cost

OPTIONAL FEATURES:

- VOC gas sensor (Volatile Organic Compound)
- Remote stop / start interface
- Filter change / System fail signal
- Interfacing with host laser
- On-board compressor
- Optional filter medias



iQ Take a look at the iQ animation, which explains exactly why the patented BOFA iQ Operating System provides unrivalled control and data management for your fume extraction unit.

Patented Technology - Patent No: GB2 499 812



For high performance and long filter life

- PART NUMBERS			OPTIONS			
	230V	L0772	A2001	A2002	A2003	A2007
Q	115V	L0771				
Q	230V	L0762				
Q	115V	L0761				

CEMENT FILTERS - PART NUMBERS

	CEMENT FILTER PART	CEMENT FILTER PART
Q	A1030222	A1030297

TECHNICAL DATA

	230V	115V
Dimensions (HxWxD)	1197 x 600 x 790mm	47.1 x 23.6 x 31.1"
Construction	Brushed stainless steel / Powder coated mild steel	Brushed stainless steel / Powder coated mild steel
Pressure	850m³/hr / 100mbar	500cfm / 100mbar
Data	230v 1ph 50/60Hz Full load current: 12.8 amps / 2.2kw	115v 60/50Hz Full load current: 19.5 amps / 2.2kw
Weight	< 61dBA*	< 61dBA*
	140kgs	309lbs
	CE	CE

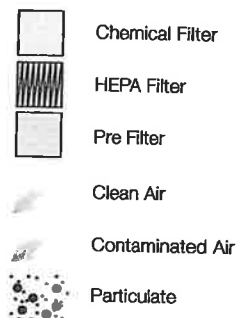
DEEPPLEAT DUO PRE FILTER SPECIFICATIONS

Media Area	30m² approx
Media	Glass Fibre
Construction	Maxi Pleat Construction with Webbing Spacers
Material	Zintec mild steel
Efficiency	F8 (95% @ 0.9 microns)

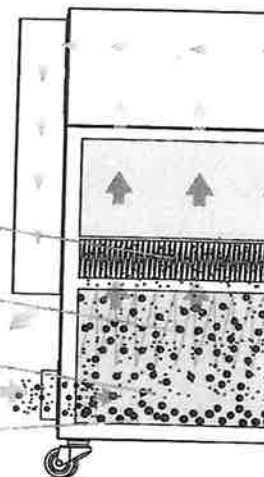
COMBINED HEPA/GAS FILTER SPECIFICATIONS

Surface Media Area	7.5m² approx
HEPA Filter Media	Glass Fibre
HEPA Media Construction	Maxi Pleat Construction with Webbing Spacers
Filter Housing	Zintec Mild Steel
Treated Activated Carbon	34kgs
Filter Efficiency	99.997% @ 0.3 microns

AIRFLOW THROUGH FILTERS

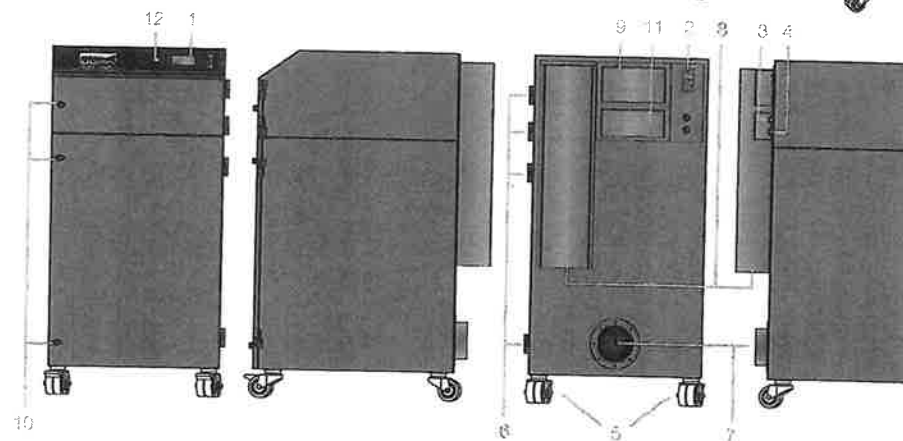


Small particulate is held in the HEPA filter
Medium sized particulate held in the filter media
Velocity drops through expansion
Large particulate settles to the bottom of the DeepPleat DUO filter box



TECHNICAL SPECIFICATION

- 1 IQ Display
- 2 On / Off Switch
- 3 Power Cable
- 4 Signal / Interface Cable
- 5 Castors
- 6 Door Hinge
- 7 Hose Inlet Connection - 125mm
- 8 Exhaust Outlet
- 9 Motor Cooling Inlet
- 10 Door Latch
- 11 Motor Cooling Outlet
- 12 Standby Button



BOFA International Ltd. is a leading manufacturer of air filtration equipment. The company's products are designed to provide a clean, healthy environment for your business. For more information, please contact us at 01202 699 444.

BOFA INTERNATIONAL LTD

Tel: +44 (0) 1202 699 444 Fax: +44 (0) 1202 699 446 Email: sales@bofa.co.uk Web: www.bofa.co.uk

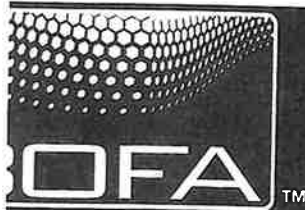
BOFA AMERICAS, INC

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British Quality





THE WORLD LEADER IN
FUME EXTRACTION TECHNOLOGY

Base 1 Oracle

Advantage Base 1 Oracle has been designed so that a number of manufacturer's laser engravers can sit on top of the extractor, effectively doubling it up as a work station.

Base units in the range have the option of an onboard compressor for a compact installation. BOFA's 'Easi-Seal' filter makes filter change easy, quick and safe.

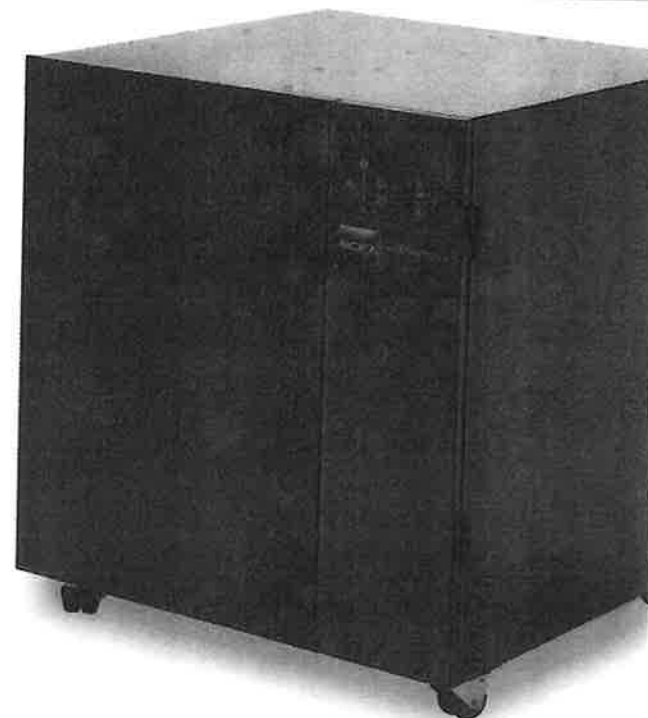
Revolutionary Auto-Voltage Sensing Turbine automatically senses to run on any voltage worldwide, whilst the Reverse Flow technology enhances filter performance and ensures longer life.

Automatic Flow Control allows the user to preset correct flow giving lower noise levels and further protection of both the media filter and the DeepPleat DUO pre filter.

STANDARD FEATURES:

- Auto sensing voltage (90-257v) for global use
- Automatic flow control
- DeepPleat DUO pre filter
- Advanced Carbon Filter technology
- EPA and Gas combined filter
- Reverse flow filter technology
- 'Easi-Seal' filter location
- Small footprint
- Low noise levels

The laser companion Advantage extraction system for the laser engraving industries.



Featuring DeepPleat DUO filter technology



Featuring Advanced Carbon Filter technology



Reverse Flow Air technology



SureCheck Quality Standard

OPTIONAL FEATURES:

- VOC gas sensors (Volatile Organic Compound)
- Onboard compressor
- Remote stop / start interface
- Filter change / System fail signal



NUMBERS

	Voltage	Part No.	24V Standby Start	Filter change System failure signal	VOC Monitoring	Compressor
I Oracle Unit	90 - 257V	L5144	A2001	A2002	A2003	A2007
I Oracle Processor Unit	230V	L5142				
	115V	L5141				

CEMENT FILTERS

	Daily Pleat Duo Pre Filter	Combined Filter
I Oracle	A1030156	A1030155

TECHNICAL DATA

Dimensions (HxWxD)	795 x 735 x 740mm (31.3 x 28.9 x 29.1")
Construction	Powder coated mild steel
Pressure	380m³/hr / 96mbar (223cfm / 96mbar)
Data	90 - 257v 1ph 50/60Hz Full load current: 12.5 amps / 1.1kw 230V 1ph 50/60Hz Full load current: 10 amps 115V 1ph 50/60Hz Full load current: 12 amps
Sound	< 63dBA*
Weight	86kg (189lbs)

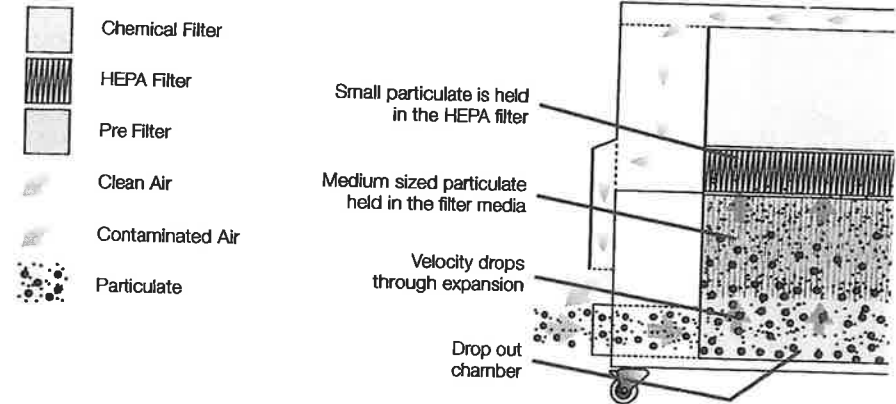
MAXI PLEAT DUO PRE FILTER SPECIFICATIONS

Media Area	12m² approx
Media	Glass Fibre
Media Construction	Maxi Pleat with webbing spacer
Material	Zintec mild steel
Efficiency	F8 (95% @ 0.9 microns)

COMBINED FILTER SPECIFICATIONS

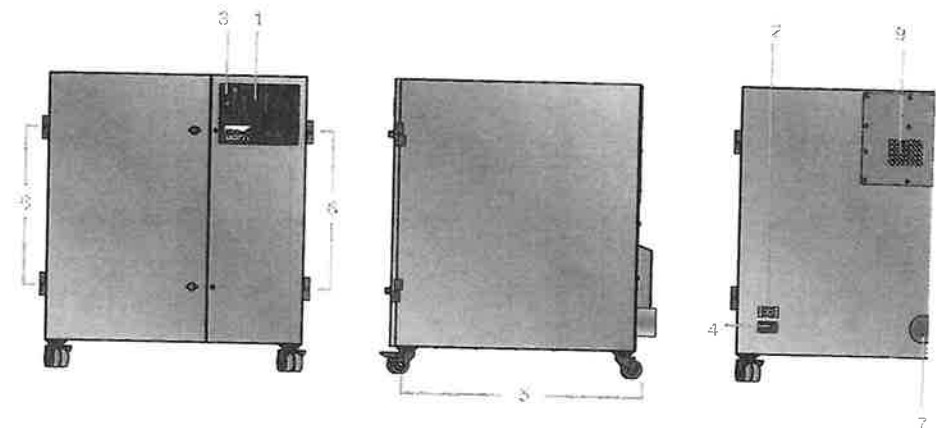
HEPA Filter Media	Glass Fibre
HEPA Media Construction	Maxi Pleat Construction with Webbing Spacers
Filter Housing	Zintec Mild Steel
Treated Activated Carbon	15kgs
Filter Efficiency	99.997% @ 0.3 microns

AIRFLOW THROUGH FILTERS



TECHNICAL SPECIFICATION

- Unit / Filter Condition Display - Automatic Flow Control
- On / Off Switch
- Standby button
- Power Cable Inlet
- Castors
- Door Hinge
- Hose Inlet Connection - 75mm
- Exhaust Outlet
- Motor Cooling Inlet



BOFA International Ltd. is a leading manufacturer of air filtration equipment. Our products are designed to provide a clean, healthy environment for your business. We offer a wide range of air filtration solutions, from small-scale units to large-scale industrial systems. Our products are made from high-quality materials and are built to last. We offer a full range of services, including installation, maintenance, and repair. Contact us today to learn more about our products and services.

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